

Citation Manual

Examples of Works Cited Entries

According to the *MLA Handbook for Writers of Research*, 7th ed.

Princeton High School
Learning Resource Center

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	<p>**Use Collection/Series/Reprinted for the following:</p> <ul style="list-style-type: none"> <i>Opposing Viewpoints</i> <i>Current Controversies</i> <i>At Issue</i> <i>Reference Shelf</i> <i>Introducing Issues With Opposing Viewpoints</i> <i>Turning Points in World History</i> <i>History Firsthand</i> <i>Bloom's literary criticism series</i> 	
Reference	<ul style="list-style-type: none"> Familiar Reference 5 <ul style="list-style-type: none"> "Familiar Reference" includes only: <i>World Book Encyclopedia</i> <i>Encyclopedia Britannica</i> Dictionary Less Familiar Reference 5 <ul style="list-style-type: none"> Any ref. book not listed as "familiar" above. Less Familiar Ref. (single volume) 5 <ul style="list-style-type: none"> With author(s) or editor(s) Multivolume--Volumes Have Individ. Titles 6 <ul style="list-style-type: none"> <i>Psychology</i> set at PHS 	
Periodicals	<ul style="list-style-type: none"> Magazine 6 Newspaper 6 	

Following are guidelines and examples of the most commonly used print and electronic sources at PHS. If you do not find the type of work that you are looking for listed here, consult the *MLA Handbook for Writers of Research*, 7th ed.

Prepared by Renee Kozeal, Library Media Specialist
 Approved by the English Department, Fall 2005
 Last Updated February 2012

Books

Possible Book Citation Components (use only what is needed for your book):

Author. (If no author, you can put editor here: Smith, William, ed.) Part of Book. (Introduction, Foreword, Preface) *Book Title*. Editor. Edition. Volume Number. Place of Publication: Publisher, Date of Publication. Medium. Series Name Series Number.

Book -- One Author

Author. *Title*. Place of Publication: Publisher, Date of Publication. Medium.

Porter, Ray. *Madness: A Brief History*. New York: Oxford UP, 2002. Print.

Book – Two or Three Authors

List authors in the order they are listed in the book. List the first author, last name first, followed by a comma. Next, list the second and third authors with their first names first. Place the word “and” before the name of the last author. Complete the citation with the publication information.

Davis, Stan, and Jim Botkin. *The Monster Under the Bed: How Business Is Mastering the Opportunity of Knowledge for Profit*. New York: Simon, 1994. Print.

Book – More Than Three Authors

If your book has more than three authors, just use the first author listed and add et al.

Gilman, Sander, et al. *Hysteria Beyond Freud*. Berkeley: U of California P, 1993. Print.

Book – Editor Only (no author)

Editor, ed. *Title of book*. Place of Publication: Publisher, Date of Publication. Medium.

Bishop, Chris, ed. *The Encyclopedia of 20th Century Air Warfare*. London: Amber, 2004. Print.

Mandelbaum, Allen, and Robert D. Richardson, eds. *Three Centuries of American Poetry, 1623-1923*. 3rd ed. New York: Bantam-Random, 1999. Print.

Book – No Author or Editor

Title of book. Place of Publication: Publisher, Date of Publication. Medium.

Two Books by the Same Author

Author. *First Title*. Place of Publication: Publisher, Date of Publication. Medium.

---. *Second Title*. Place of Publication: Publisher, Date of Publication. Medium.

Card, Orson Scott. *Ender's Game*. New York: Doherty, 1986. Print.

---. *Ender's Shadow*. New York: Doherty, 2002. Print.

Book in a Series

Author (or editor, followed by ed.). *Title of Book*. Place of Publication: Publisher, Date of Publication. Medium. Series Name Series Number.

Labor, Earle. *Jack London*. New York: Twayne, 1974. Print. Twayne's United States Authors Ser. 230.

Wilson, Josleen. *North American Butterflies*. New York: Gramercy, 1991. Print. The National Audubon Society Collection Nature Ser.

A Republished Book

Lee, Harper. *To Kill a Mockingbird*. 1961. New York: Perennial-Harper, 2002. Print.

Work in an Anthology or Collection

Author of Work. "Title of Work." *Title of Anthology*. Ed. Editor's Name. Place of Publication:

Publisher, Date of Publication. Page Numbers of Work. Medium.

Bryant, William Cullen. "Thanatopsis." *Three Centuries of American Poetry, 1623-1923*. Ed. Allen Mandelbaum and Robert D. Richardson. New York: Bantam-Random, 1999. 87-88. Print.

Essay in a Collection; Series—Reprinted (reprint information found at bottom of 1st page)

Author of Essay. "Title of Essay." Original Publication Information of Essay. Rpt. in *Title of Book*.

Ed. Book Editor. Place of Publication: Publisher, Date of Publication. Page Numbers of

Essay. Medium. Series Name Series Number.

(Essay taken from a periodical)

Mukamal, Kenneth J. et al. "Roles of Drinking Pattern and Type of Alcohol Consumed in

Coronary Heart Disease in Men." *New England Journal of Medicine* 348.2 (2003): 109-

18. Rpt. in *Clashing Views in Drugs and Society*. Ed. Raymond Goldberg. 7th ed.

Dubuque, IA: McGraw, 2006. 307-15. Print. Taking Sides.

Useem, Jerry. "There's Something Happening Here." *Fortune* 15 May 2000: n. pag. Rpt. in

Globalization. Ed. Katie Sjursen. 72.5. N.p.: Wilson, 2000. 109-16. Print. Reference Shelf.

(Essay taken from a book)

Huber, R.J. "Alderian Theory and *The Catcher in the Rye*." *Psychological Perspectives on*

Literature: Freudian Dissidents and Non-Freudians, a Casebook. Ed. Joseph Natoli.

Hamden, CT: Archon, 1984. 43-52. Rpt. in *Holden Caulfield*. Ed. Harold Bloom. New

York: Chelsea, 1990. 144-52. Print. Major Literary Characters.

Essay in a Collection; Series—Reprinted under different title (reprint info. on bottom of page)

Author of Essay. "Title of Essay." *Title of Book*. Ed. Book Editor. Place of Publication: Publisher,

Date of Publication. Page Numbers of Essay. Medium. Series Name Series Number. Rpt.

of "Original Essay Title." Original Publication Information. Page Numbers in Original

Source.

(Essay taken from a periodical)

Pimentel, David, and Tad W. Patzek. "Biomass Should Not Be Used to Produce Transportation Fuels." *Biomass: Energy from Plants and Animals*. Ed. Amanda De La Garza. Detroit: Greenhaven, 2007. 47-51. Print. Fueling the Future. Rpt. of "Ethanol Production Using Corn, Switchgrass, and Wood; Biodiesel Using Soybean and Sunflower." *Natural Resources Research* 14(2005): 65-75.

(Essay taken from web)

Walke, John. "The Clear Skies Act Will Increase Pollution for Many Communities." *Conserving the Environment*. Ed. John Woodward and Jennifer Skancke. Detroit: Greenhaven, 2006. 132-141. Print. Current Controversies. Rpt. of "Dirty Skies: The 'Clear Skies Act of 2005' Would Harm the Public, Help Big Polluters and Worsen Global Warming." *Natural Resources Defense Council*, 2 Feb. 2005. <<http://www.nrdc.org>>.

(Essay taken from a book)

Knickerbocker, William S. "Educating Women and the Working Class." *Victorian England*. Ed. Clarice Swisher. San Diego: Greenhaven, 2000. 165-77. Print. Turning Points in World History. Rpt. of "Victorian Education and the Idea of Culture." *The Reinterpretation of Victorian Literature*. Ed. Joseph E. Baker. N.p.: Princeton UP, 1950.

(Excerpt from a book, periodical, or web) If the reprinted material is an excerpt, use *Excerpt from* instead of *Rpt. of* in your citation.

Familiar Reference Book

You do not need to give full publication information for a familiar reference work (*World Book*, *Britannica*, dictionary), just the edition (if given) and year.

"Crossword Puzzle." *The New Encyclopaedia Britannica: Micropaedia*. 15th ed. 1993. Print.

Cornell, Vincent J. "Islam." *World Book Encyclopedia*. 2010 ed. Print.

"Trite." Def.1a. *Webster's Third New International Dictionary*. 2002. Print.

Less Familiar Reference Book

Give full publication information for less familiar reference books. If an encyclopedia lists its entries alphabetically, you may leave out the volume number and page numbers.

Author of Article. "Title of Article." *Title of Reference Set*. Ed. Editor's name. Edition. Volume Number. Place of Publication: Publisher, Date of Publication. Medium.

Balliett, James Fargo. "Identity Theft." *Social Issues in America: an Encyclopedia*. Ed. James Ciment. Vol. 4. Armonk, NY: Sharpe, 2006. Print.

Exum, Kaitlen J. "Jackson, Alan." *Current Biography Yearbook*. 2004 ed. Ed. Clifford Thompson.
New York: Wilson, 2004. Print.

"France." *Culturegrams 2010 World Edition*. Loose-leaf ed. Vol. 1. Provo, UT: ProQuest, 2009.
241-244. Print.

Less Familiar Reference Book (single volume)—with Author(s) or Editor(s):

There are several books in our Reference collection that could simply be cited as a single book with an author or editor. See the Book examples on p. 3 to cite these sources.

Multivolume Work —Volumes Have Individual Titles:

Deater-Decker, Kirby. "Emotional Development." *Developmental Psychology*. Ed. Windsor
Chorlton, et al. Danbury, CT: Grolier, 2002. Print. Vol. 4 of *Psychology*. 6 vols.

Periodicals

Magazine Article:

**Note: If the article is not printed on consecutive pages, simply list the first page number followed by a plus sign (34+).

Author. "Title of Article." *Title of Magazine* Date of Magazine: Page Numbers of Article. Medium.

Thomas, Evan. "How Bush Blew It." *Newsweek* 19 Sept. 2005: 30-40. Print.

Newspaper Article:

Author. "Title of Article." *Title of Newspaper* Date of Newspaper, Edition (if any), Section (if not
indicated in page numbers): Page Numbers of Article. Medium.

Yednak, Crystal. "Four Priests Protected by Bishop." *Chicago Tribune* 4 Feb. 2006, Midwest ed.,
sec. 1: 1+. Print.

Thomas, Sean. "Bureau County Folks React to Area's Ranking with Top Place to Live."

NewsTribune [LaSalle, IL] 3 Feb. 2006: A4. Print.

**Note: If a newspaper is published in a lesser known city, and is not indicated in the newspaper's title, include city in
brackets.

Interview (Conducted by the Researcher)

Person Interviewed. Type of Interview. Date(s) of Interview.

Schulze, Sally. Personal interview. 25 May 2008.

Tennenbaum, Royal. Telephone interview. 15 Apr. 2008.

Film or Video Recording

Title of Recording. Director. Performers. Distributor, Year of Release. Medium.

Paper Clips. Dir. Elliot Berlin. Hart Sharp Video, 2006. DVD.

The Lord of the Rings, the Fellowship of the Ring. Dir. Peter Jackson. Perf. Elijah Wood, Ian McKellen, Liv Tyler, and Viggo Mortensen. New Line, 2002. Videocassette.

Subscription Databases

Magazine Article:

Author. "Title of Article." *Title of Source* Date of Source: Page. *Database*. Medium. Date of Access.

Raloff, Janet. "New Eyes on the Cosmos." *Science News* 23 May 2009: 31. *eLibrary*. Web. 25 Aug. 2009.

Scholarly Journal:

Author. "Title of Article." *Title of Source* Volume.Issue (Year of publ.): pages. *Database*. Medium. Date of Access.

Girard, Michelle, Etienne Mullet, and Stacey Callahan. "Mathematics of Forgiveness." *American Journal of Psychology* 115.3 (2002): 351. *eLibrary*. Web. 25 Aug. 2009.

Newspaper Article:

Author. "Title of Article." *Title of Newspaper* Date of Newspaper, Edition (if any) ed., Section (if not indicated in page numbers): Page Numbers of Article. *Database*. Medium. Date of Access.

Thampy, George Abraham. "Home Schooling Spells Success." *Wall Street Journal* 7 June 2000: A.26. *Opposing Viewpoints in Context*. Web. 11 Nov. 2008.

Book or Reference Article/Section:

Author. "Article Title." *Book Title*. Editor. Edition. Volume Number. Place of Publication: Publisher, Date of Publication. Series Name. *Database*. Medium. Date of Access.

"Bioenergy." *UXL Encyclopedia of Science*. Ed. Rob Nagel. 2nd ed. Detroit: U*X*L, 2007. *Discovering Collection*. Web. 15 Nov. 2007.

"Hussein, Saddam." *The Hutchinson Encyclopedia*. 22 Sept. 2003. *eLibrary*. Web. 11 Nov. 2004.

"Hypoglycemia." *Magill's Medical Guide*. 4th Rev. ed. 2008. *eLibrary*. Web. 18 Aug. 2011.

"Mandatory Vaccinations Deny Parents Their Rights." *Should Vaccinations Be Mandatory?* Ed. Noël Merino. Detroit: Greenhaven, 2010. At Issue. *Opposing Viewpoints in Context*. Web. 3 Sept. 2010.

TV or Radio Transcript:

"Title of TV/Radio Episode or Segment." *Title of Program*. Host or Narrator. Network/Station, Date of Program. Transcript. *Database*. Medium. Date of Access.

"Hey Media: Where's the Afghanistan Coverage?" *Morning Edition*. Hosts Renee Montagne and Steve Inskeep. National Public Radio, 24 Aug. 2009. Transcript. *eLibrary*. Web. 25 Aug. 2009.

Photograph:

Photographer (if given). *Title of Photograph*. Photograph. Name of Content Provider, Date of Publication. *Database*. Medium. Date of Access.

Planas, Donna E. Natale. *US News Med-Surgery 1 Mi*. Photograph. KRT News Service. 6 Sept. 2002. *eLibrary*. Web. 26 Jan. 2007.

Map/Chart/Graphic:

Illustrator (if given). "Title of Map, Chart, or Graphic." Type of Graphic. Publisher, Date of Publication. *Database*. Medium. Date of Access.

"Chicago-O'Hare, ORD, Airport Map." Map. Maps.com, 1 Jan. 2001. *eLibrary*. Web. 11 Nov. 2004.

"Obesity Surgery." Chart. KRT News Service, 20 Apr. 2004. *eLibrary*. Web. 26 Jan. 2007.

NOTE:

Most of the databases include a citation link for each article. You can copy and paste this citation into your works cited. HOWEVER, you will need to make corrections for each citation to make sure it is correct MLA form. Use this citation manual to help make appropriate corrections.

Internet Sources

Also see "Citing the Internet" Flow Chart (p. 10)

Possible Components of an Internet Citation:

1. **Author (or compiler, director, editor, narrator, performer—label if other than author)**
2. **Title of work/article/web page.** (in quotation marks)
3. **Title of overall web site** (in italics)
4. **Publisher or sponsor of site—**
 - Usually a company, organization, or institution
 - If not available, use *N.p.*
5. **Date of publication** (day, month, year, if available; if none, put *n.d.*)
6. **Medium of publication** (*Web*)
7. **Date of access** (day, month, and year).

General Format:

Author. "Title of Web Page." *Title of Web Site*. Site Publisher/Sponsor, Date of Publication. Medium.
Date of Access.

- **Can't Find a Component?** If you cannot find one of the citation components above, you can simply go on to the next piece. Not every Internet page/site will provide all of the components.

Internet Examples:

Witmer, Denise. "How Does the Media Effect Body Image in Teens?" *About.com*. About.com, n.d.
Web. 1 Feb. 2007.

"Victory in the Pacific." *American Experience*. Public Broadcasting Service, 21 Apr. 2005. Web.
25 Aug. 2009.

"What Is Autism? An Overview." *Autism Speaks*. Autism Speaks, 2009. Web. 25 Aug. 2009.

"Out of Pocket Expenses: Americans Shoulder the Burden of Growing Health Care Costs."

HealthReform.gov. U.S. Dept. of Health and Human Services, n.d. Web. 25 Aug. 2009.

"Obsessive-Compulsive Disorder." *Counseling Center*. Villanova U, 2009. Web. 25 Aug. 2009.

Temple-Raston, Dina. "CIA Report Details Interrogation Techniques." *National Public Radio*. Natl.
Public Radio, 25 Aug. 2009. Web. 25 Aug. 2009.

PDF File:

Body Image. N.p.: National Eating Disorders Association, 2005. PDF file. 3 Sept. 2010.

E-mail Message:

Schmidt, Barb. "Division Minutes." Message to the author. 12 Jan. 2007. E-mail.

Kozeal, Renee. "Curious Problem with WorkFlows." Message to John Slanicky. 13 Nov. 2006.
E-mail.

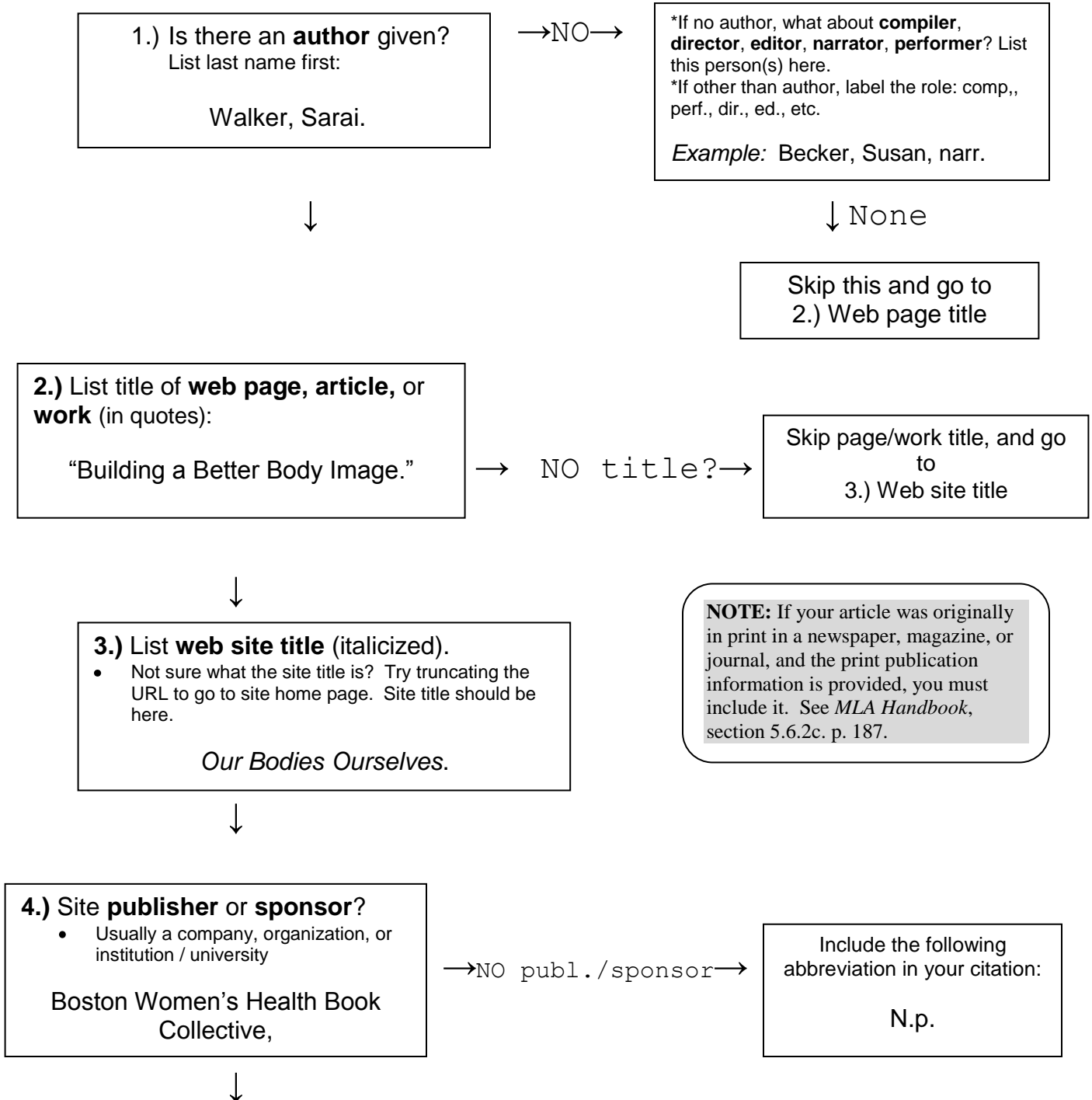
“Citing the Internet” – Flow Chart

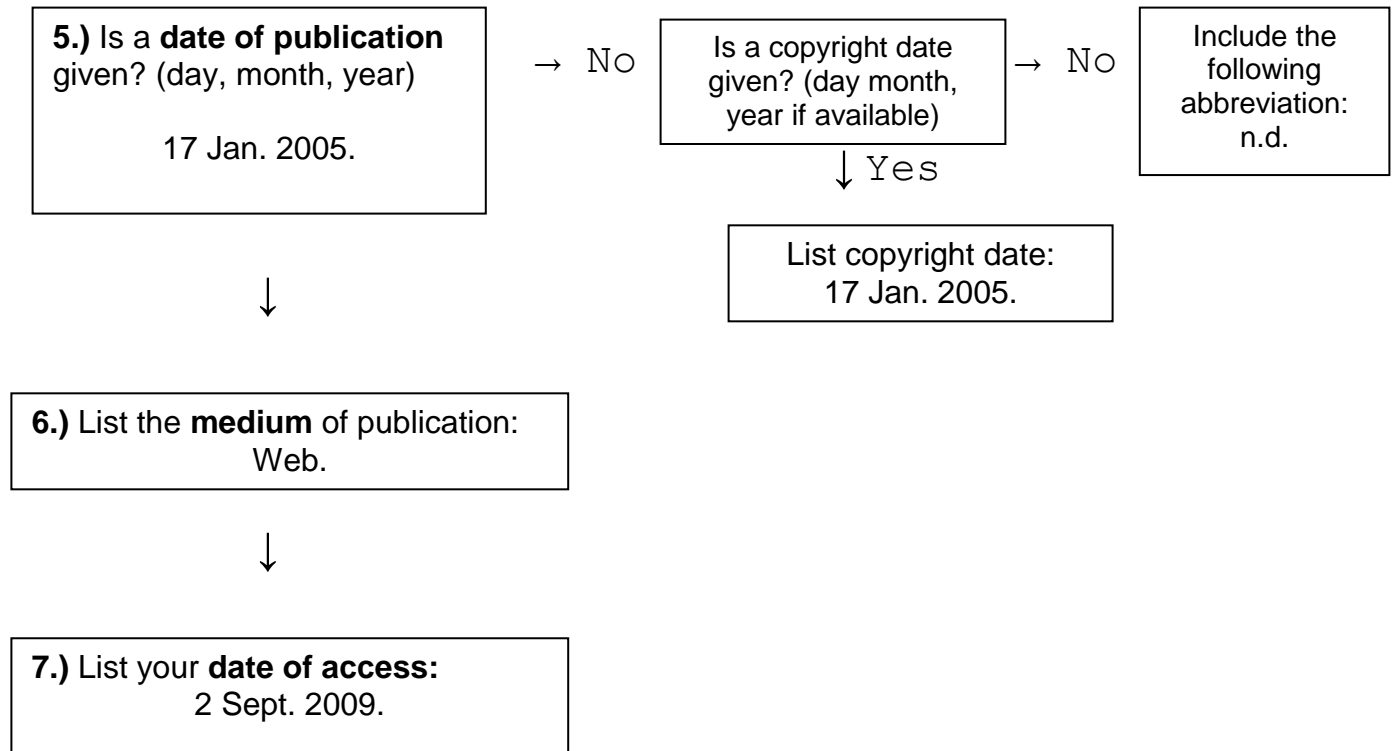
General Format:

Author. “Title of Web Page.” *Title of Web Site*. Site Publisher/Sponsor, Date of Publication.

Medium. Date of Access.

Answer the questions and follow the arrows.





Completed citation for example in the flow chart:

Walker, Sarai. "Building a Better Body Image." *Our Bodies Ourselves*. Boston

Women's Health Book Collective, 17 Jan. 2005. Web. 2 Sept. 2009.

Works Cited

“Am I Fat?” *Seventeen*. March 2005: 94-95. Print.

“The Ana Sanctuary: Women’s Pro-Anorexia Narratives in Cyberspace.” *Contemporary Women’s Issues Database*. 1 Apr. 2003. *eLibrary*. Web. 17 Dec. 2010.

“Beauty and Body Image in the Media.” *Media Awareness Network*. Media Awareness Network, 2009. Web. 25 Aug. 2009.

Graydon, Shari. *In Your Face: The Culture of Beauty and You*. Toronto: Annick, 2004. Print.

Witmer, Denise. “How Does the Media Effect Body Image in Teens?” *About.com*. About.com, n.d. Web. 1 Feb. 2007.

Formatting Your Works Cited Page

- 1” margins
- Center your title—Works Cited—at the top. Should be the same font and size as the rest of the page. Do not underline.
- Double space the entire page (no extra space between the title and the first entry).
- Alphabetical order by the first word in the entry. Ignore articles—a, an, the—when alphabetizing your sources.
- Each entry should have “hanging indent.” (Find this under Home>Paragraph (lower right corner arrow)>Special.)